



# Foreign Affairs Manual

## 14 FAM – Logistics Management

**Change Transmittal:** LOG-77

**Date:** October 5, 2010

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## 14 FAM 580 PERFORMING TRAVEL

### Changes

1. **14 FAM 580, Performing Travel:**
  - **Subchapter:** Minor edits throughout;
  - **14 FAM 581.5, Authorities:** Some authority citations have changed or expanded; and
  - **14 FAM 582.2-3, Documentation:** Travel certification must be included with the travel voucher (see Form DS-3093, Justification Certificate for Use of a Foreign-Flag Air Carrier or Vessel).
2. **Change Transmittal** has replaced the term Transmittal Letter. Change Transmittal was selected as being more appropriate in this age of electronic information transmission.
3. Revisions appear in *italic* and *dark magenta*. Italic and dark magenta provide a historical record of changes. New or substantially revised subchapters will not appear in italic and dark magenta.
4. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1115.2).

### Filing Instructions for Paper Copies

1. Remove and discard old subchapter 14 FAM 580 (CT:LOG-61, 05-14-2009; 23 pages) and replace it with revised subchapter 14 FAM 580 (24 pages).

2. After inserting the material in the binder, insert this Change Transmittal letter immediately following the CT Checklist, then fill in the entry line for CT:LOG-77 and initial.

### **Distribution Notice**

1. The Foreign Affairs Manual and Handbooks (unclassified) official version can be found on the State Department's Intranet site.
2. All posts and offices keeping paper versions of the Foreign Affairs Manual are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5).
3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues; direct questions concerning issuance, validity, and updating to A/GIS/DIR. Direct questions concerning substance and interpretations to the office indicated at the end of this change transmittal letter.

**(A/LM)**